

अण्डमान तथा
Andaman And



निकोबार राजपत्र
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अण्डमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
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SECRETARIAT

NOTIFICATION

Port Blair, dated the 21st February, 2011

No. 73/2011/F. No. 3-132/2009-UD (PF).—In exercise of the powers conferred under Sub-section 2(a) of Section 203 of the by the Andaman and Nicobar Islands (Municipal) Regulation 1994, and all other power enabling in this behalf and in supersession of Schedule-III of Notification No. 289/2005/F. No. 3-132/2005-LSG dated 24.01.2005, and Schedule-I of Notification No. 26/2006/F. No. 3-132/2005-LSG dated 02.02.2006, the Lieutenant Governor, Andaman and Nicobar Islands, hereby proposes to makes the following rules regulating the method of recruitment to the Group 'B' (Municipal Services) post of Assistant Engineer (Civil) and Assistant Architect borne in the establishment of Port Blair Municipal Council, Andaman and Nicobar Administration.

Suggestions/objections, if any on these rules may be furnished to the Commissioner-cum-Secretary (UD), Secretariat, Andaman and Nicobar Administration, Port Blair within a period of 30 days of its publication in the daily Telegrams.

1. Short Title and Commencement :-

- i. These rules may be called the Andaman and Nicobar Islands (Port Blair Municipal Council) Recruitment Rules, 2010.
- ii. They shall come into force on the date of their publication in the Official Gazette.

2. No. of posts, its classification and the scale of pay :-

The number of posts, classification and the scale of the pay attached thereto shall be specified in paras 2 to 4 of the Schedule-I & II annexed hereto.

3. Method of recruitment, age limit, qualifications :-

The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be specified in paras 5 to 15 of the Schedules annexed hereto

4. Disqualifications:-

No person,

- a. Who has entered into or contracted a marriage with a person having a spouse living;

OR

- b. Who having spouse living, has entered into or contracted a marriage with any person(s) shall be eligible for appointment to the said post:

Provided that, the Lt. Governor (Administrator), A&N Islands, may if, satisfied that such marriage is permissible under the personal law, applicable to such person and the other party to the marriage or there are other grounds for so doing exempt any person from the operation of these rules.

5. Power to relax:-

Where the Lt. Governor (Administrator), A&N Islands is of the opinion that it is necessary or expedient to do so, he may by order, for reason to be recorded in writing and, if necessary relax any of the provisions of these rules, with respect to any class or category of person(s).

6. Savings :-

Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

(Lt Genl(Retd) Bhopinder Singh)
Lieutenant Governor(Administrator),
Andaman & Nicobar Islands

By order & in the name of the Lieutenant Governor,
Andaman & Nicobar Islands

Sd./-
(Molly Thankachan)
Assistant Secretary (UD)

SCHEDULE – I**RECRUITMENT RULES FOR THE POST OF ASSISTANT ENGINEER (CIVIL) IN
PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	Assistant Engineer (Civil)
2.	No. of post	6 (six)* 2010* *Subject to variation dependant on workload
3.	Classification	Group “B” (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-2 Rs. 9300-34800+GP Rs. 4600
5.	Whether selection or non-selection post	Selection
6.	Whether benefits of added years of service admissible	Not Applicable
7.	Age limit for direct recruits	No
8.	Educational qualification for direct recruitment	Not Applicable
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not Applicable
10.	Period of probation, if any	2 years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods	100% by promotion
12.	In case of recruitment by promotion/ deputation /transfer, grades from which promotion/ deputation/ transfer to be made	<u>Promotion:</u> Promotion from amongst the Junior Engineer (Civil) of the Council in the scale of pay of PB-2 Rs. 9300-34800 + GP with Grade Pay of Rs.4200 with 5 year regular service in the grade.
13.	If a DPC exists, what is its composition?	DPC composition as per Rule 5(3) of A & N Islands Municipal Services Classification, Control and Appeal Rules, 2008 1. Secretary (UD), - Chairman A & N Admn. 2. Secretary PBMC - Member 3. Deputy Secretary (UD), - Member A & N Admn. 4. Two subject experts to be - Member Nominated by Chief Secretary, A&N Administration
14.	Circumstances in which UPSC is to be consulted in making recruitment	Consultation with UPSC not necessary. Approval of Administrator shall be necessary as provided under Section 24(2) of A & N islands (Municipal) regulation, 1994.
15.	Job Description	Attached as Annexure to Schedule-I

Annexure to Schedule – I

JOB DESCRIPTION OF ASSISTANT ENGINEER (CIVIL)

A Sub-Divisional Officer under the charge of an Assistant is file unit responsible and execution of works, according to norms and standards laid down in design drawings and estimates.

Preparation of the Works Accounts and Stores Accounts is the responsibility of the Assistant Engineer concerned. He has to ensure the proper maintenance of the stores under his charge, their Accounts both quantitatively as well as in monitory terms and weeding out un-serviceable stores. He is also required to inspect the buildings, structures, areas and equipment under his charge once in every six months (to inspect their condition from safety point of views) and record a certificate to that effect.

SCHEDULE - II**RECRUITMENT RULES FOR THE POST OF ASSISTANT ARCHITECT IN
PORT BLAIR MUNICIPAL COUNCIL**

1	Name of Post	Assistant Architect
2	Number of Post	2 (Two)* 2011 *(Subject to variation dependant upon workload)
3	Classification	Group 'B' (Municipal Services)
4	Pay Scale/Pay Band& Grade Pay	PB-2 9300 - 34800 + GP 4800
5	Whether Selection or Non- Selection post	Non Selection
6	Whether benefit of added years of service admissible under the Municipal Council Pension Rule,1992	Not applicable
7	Age Limit for direct recruitment	Not exceeding 30 years (Relaxable for Govt. Servant up to 5 years in accordance with the instructions or orders issued by Central Govt. from time to time) The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India and(not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladak Division of J&K State, Lahul and Spiti District and Pangi Sub-Division, Andaman & Nicobar Islands or Lakshadweep.
8	Educational and other qualification required for direct recruitment	<u>Essential:</u> (a) Degree In Architecture from a recognized university or equivalent. (b) Should be registered with the Council of Architecture (c) 02 years experience in the profession <u>Desirable:</u> (a) Post Graduate Degree or Diploma in Architecture or equivalent. (b) Knowledge of Computer Application in Auto Cad Archi, CAD, Revit etc.,
9	Whether age and Educational Qualification prescribed for direct Recruitment will apply in the case of promotees	Not Applicable
10	Period of Probation, if any	02 (two) years
11	Method of Recruitment whether by direct recruitment or by promotion or by deputation/Transfer and percentage of vacancies to be filled by various methods.	i. 50 % by promotion failing which by deputation. ii. 50% deputation failing which by direct recruitment
12	In case of Recruitment by promotion/Deputation/Transfer grade from which Promotion/deputation/Transfer to be made.	<u>Promotion:</u> Architectural Assistant in the pay Band of Rs.9300-34800 GP 4200 with 03 years regular service in the grade. <u>Deputation:</u> From Officers of A & N Admn. (including any officer appointed to serve under A & N Admn. from amongst person employed by the existing local authority) and Officers of an All India Services allocated to serve under the A & N Administration. a. holding analogous post on regular basis in the parent card/ Department. or

		<p>b. with 03 years service in the scale rendered after appointment thereto on a regular basis in the pay band of Rs.9300-34800 + GP 4600 or equivalent in the parent cadre/Department. AND</p> <p>c. possessing the educational qualification prescribed for direct recruitment under Col. 8</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department of the Central Govt. shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications).</p>
13	If a DPC exist what is its composition.	<p>DPC composition as per Rule 5 (3) of A & N Islands Municipal Services (classification, control and Appeal) Rules, 2008.</p> <p>1. Secretary(UD), A&N, Admn. – Chairman</p> <p>2. Secretary, PBMC – Member</p> <p>3. DS(UD),A&N Admn. – Member</p> <p>4. Two subject experts to be – Member nominated by Chief secretary, A&N Administration</p>
14	Circumstances in which UPSC is to be consulted in making recruitment	<p>Consultation with UPSC not necessary as Approval of Administrator shall be necessary as certified under Section 24(2) of A&N Islands (Municipal) Regulation,1994</p>
15	Job Description	Attached as Annexure to Schedule-II

Annexure to Schedule

JOB DESCRIPTION OF ASSISTANT ARCHITECT

1. To independently deal with projects costing upto Rs. 30 Lakhs from per-planning stage to issue of 'Completion Certificate' after obtaining approval from his controlling Officer on Architectural design concept.
2. To co-ordinate all planning activities (upto N.I.T. stage) and works in close liaison with other disciplines involved in project planning.
3. To supervise and guide the Assistant (AD)/ Architectural Assistant and allocate work to them, check the drawings and specifications in respect of dimensions, building bye-laws norms and to ensure that the drawings are correct and complete in all respects, i.e. contain all information required for preliminary estimate/detailed estimate/Municipal submission/construction.
4. To approve the Arch. Design concept of Projects dealt by the Architectural/Assistants (costing upto 5 Lakhs).
5. To accurately prepare in required medium, preliminary drawings/working drawing/detailed drawing/layout plans/Municipal drawings/presentation drawing/perspective/ study mode/prints for Municipal submission to calculate Areas on drawings.
6. To finalize the drawings, documents required for Municipality approvals and pursue with local bodies for obtaining the same; arrange and issue prints, supervise maintenance of drawings records/reference books; to procure and distribute drawing stationary; and to assist the officers in obtaining approval of plans from other bodies and in their administrative and technical functions whenever called upon to do so.
7. To be responsible for the management and efficient functioning of staff attached under him and to be accountable in this respect to his immediate superior, viz Architect.
8. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.
